

Spelling and Grammar Check

Review TAB

Various Line Colors:

By default, Word automatically checks your document for **spelling and grammar** errors. These errors are indicated by **colored wavy lines**.

The **blue line** indicates a contextual spelling error.

A **contextual spelling** error is when an incorrect spelling of a word is chosen. For example, if I write, "Deer Mr. Theodore," at the beginning of a letter, **deer** is a contextual spelling error because I should have used **dear**. **Deer** is spelled correctly, but it is used incorrectly in this letter.

The **red line** indicates a misspelled word.

The **green line** indicates a grammar error.

Check Spelling

Choose the **Review Tab**

